

Automated Advanced Acquisition Program

Streamlining the Leasing Process For Earlier Occupancy

Background and Benefits

The Automated Advanced Acquisition Program (AAAP) is an online platform that connects buyers (federal agencies) and sellers (building owners) for commercial leasing transactions. The AAAP provides GSA and customers with an efficient process to compete leases and secure the lowest-cost, technically acceptable space while reducing lease cycle time and adhering to all applicable regulations.

This competitive platform often leads to lower rental rates by returning multiple acceptable space proposals, reduces lease cycle time by eliminating the need for a tailored Request for Lease Proposals (RLP) and pre-bid market survey, and allows agencies to visit and verify potential buildings first-hand.

The program began as a paper-based system for leases in the Washington, DC. area in the early 1990s. Over the years, the program moved online, expanded and is now available to customers in all 11 GSA regions.

How Does AAAP Work?

AAAP expedites the lease procurement process by allowing the market to submit final proposals for available office space that meets GSA's minimum requirements to a central database. When GSA identifies an agency's space need, the GSA leasing team:

1. Posts a project-specific advertisement for the agency's requirements and performs outreach so the market has an opportunity to submit or refine its proposals in the database.
2. Runs the agency's requirements against the final proposals in the AAAP database to return a set of applicable spaces.
3. Calculates the cost of each space proposal's offer using a present value analysis, ranks them by present value from lowest to highest, and begins due diligence activities with the lowest priced proposal.

GSA's due diligence of the lowest-priced space includes:

- Verifying it meets GSA's minimum requirements.
- Verifying it meets the agency's go/no-go criteria.
- Scheduling a building tour with the agency to assess technical acceptability.
- Receiving additional submittals required under the Request for Lease Proposals package.

This careful examination of interested offerors further reduces the leasing process time. Since the AAAP process automatically returns only those properties capable of meeting necessary requirements, there is no need for a market survey. Instead building tours are limited to only qualified properties (ideally only the lowest-cost option).

If the lowest-priced proposal is unable to meet GSA's requirements or an agency's specific needs, it is disqualified and the leasing team will look at the next lowest-priced proposal. Once a space proposal meets all necessary criteria, the lease award process begins. After lease award, the process is the same as other procurement methods.



What Project Types Can AAAP Handle?

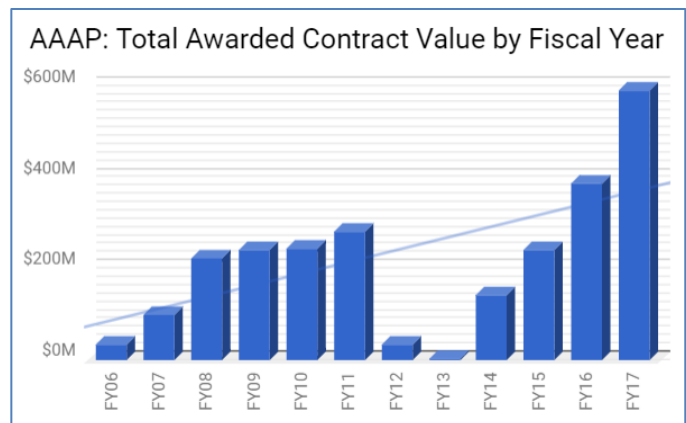
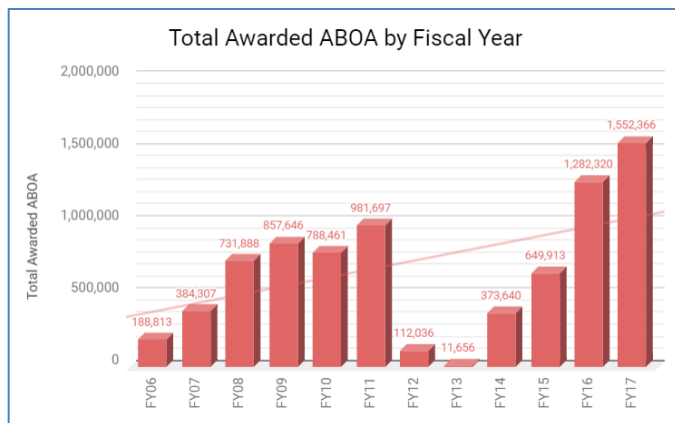
Currently, the AAAP database can be used for new and continuing office space leases greater than 500 ANSI/BOMA Office Area (ABOA) square feet. The system has accommodated specialized spaces, including:

- High-Capacity Floor Loads
- Sensitive Compartmented Information Facilities (SCIFs)
- Weapon Storage
- Sally Ports

Are Tenant Improvement Costs Included in AAAP Proposals?

Tenant improvement costs are amortized into the rent over the firm term. The market is made aware of the tenant improvement allowance through the project specific advertisement. Based on the requirements, the AAAP can use a different tenant improvement allowance for an incumbent lessor. Move and replication cost are also taken into consideration, if applicable.

How Has AAAP Grown?



In FY2012 and FY2013, the AAAP application was migrated to a new platform to allow the AAAP to expand nationally.

For More Information

To learn more about AAAP, contact your GSA customer lead. You also can find additional resources online at www.gsa.gov/aaap and watch a video overview of the program at www.gsa.gov/ces.